

There are two sections of the Personal Learning Assessment to complete:

Section 1: Knowledge of palliative care and advance care planning

Section 2: Skills and confidence in providing palliative care and advance care planning

It is recommended that you complete the assessment at least annually as your learning and development needs change. The assessment can be used as part of your performance review. You should use your completed assessment to assist you in completing the ELDAC Personal Learning Plan.

Section 1: Knowledge of Palliative Care and Advance Care Planning

This section of the tool asks you to rate your **knowledge** on a three point scale:

1. I don't know anything about this topic
2. I could learn more about this topic
3. I am happy with what I know about this topic

It is recommended that any areas you rate as a '1' (I don't know anything about this topic) should be considered for inclusion in your Personal Learning Plan.

Name		Date Completed			Day / Month / Year		
Knowledge Area				Rating Level			
				1	2	3	
1	What is palliative care and end-of-life care						
2	Advance care planning legislation and processes relevant to your state/territory						
3	Ethical issues that impact on palliative and end-of-life care (e.g. withdrawing treatment, family conflict)						
4	Recognising that a person needs end-of-life care						
5	How to recognise/assess the physical, psychological, social and spiritual needs of a person requiring palliative or end-of-life care						
6	Develop/implement a care plan to meet the identified palliative care needs of a person at end-of-life						
7	Palliative symptom management						
8	Communication skills (e.g. active listening, questioning, attending and empathy)						
9	Respect for and ability to meet the requirements of individual resident/client cultural, religious and spiritual beliefs and values						
10	Working effectively as a team to provide palliative and end-of-life care						
11	Able to identify that support from specialist palliative care or other agencies may be required						
12	How to recognise that the condition of a person receiving palliative care has further deteriorated						

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13	Care for a person in the last week of life			
14	Legal, cultural, religious issues when caring for a person's body after death			
15	Bereavement needs of families			
16	Self-care in the workplace			

Section 2: Skills and Confidence in Palliative Care and Advance Care Planning

This section of the tool asks you to rate your **skills and confidence** on a three point scale:

1. I do not feel confident
2. I feel somewhat confident
3. I feel very confident

It is recommended that any areas you rate as a '1' (I do not feel confident) should be considered for inclusion in your Personal Learning Plan.

Skills and Confidence Area		Rating Level		
		1	2	3
1	What is palliative care and end-of-life care			
2	Discussing advance care planning legislation and processes relevant to your state/territory with residents/clients and families			
3	Addressing ethical issues that impact on palliative and end-of-life care (e.g. withdrawing treatment, family conflict)			
4	Recognising that a person needs end-of-life care			
5	Utilising appropriate, validated tools to inform a holistic, person-centred palliative care assessment requiring palliative or end-of-life care			
6	Developing and implementing a care plan to meet the identified palliative care needs of a person			
7	Managing palliative care symptoms within my scope of practice			
8	Use open and sensitive communication to develop a relationship with residents/clients and family			
9	Respecting and meeting the requirements of individual resident/client cultural, religious and spiritual beliefs			
10	Working effectively in a team to provide palliative and end-of-life care			
11	Understanding when and how to refer to specialist palliative care or other agencies within my scope of practice			
12	Recognising that the condition of the person receiving palliative care has further deteriorated			
13	Caring for a person in the last week of life within my scope of practice			
14	Understanding the legal, cultural, religious issues when caring for a person's body after death			
15	Assessing family bereavement needs and refer if necessary			
16	Recognising the need for support for yourself or others in the workplace			